

# TRAINING AND EXERCISE SUBCOMMITTEE MEETING MINUTES

WEDNESDAY, OCTOBER 9, 2019  
DE STATE FIRE SCHOOL, DOVER

On October 9<sup>th</sup>, 2019 the Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover, DE with representatives from the Training and Exercise Subcommittee and the Delaware Emergency Management Agency (DEMA).

Attendees	Agency
Robert Newnam, Chairman	DSFS
Jerry Brennan, Alt. Chair	DSFS
Thomas Nesbella	DEMA
Christine Beste	DEMA
Jessica McIntire	DEMA
Dwayne Day	DelDOT
Lisa Tanielian	DDA
Mei Johnson	DEMA/CERT
Nikki Testa	DEMA/CERT
Susan Raab-Long	DE HC Assoc.
Harvey Velott	DSP
Glenn Marshall	Sussex Co. EMS
Mathew Higgins	DNREC
Claudette Martin-Wus	DTI

- Chairman Robert Newnam welcomed everyone and called the meeting to order at 8:32am.
- A quorum of members were present and introductions were made.
- A motion was carried for an approval of the September 4, 2019 meeting minutes.
  - o APPROVED (*Motion by Harvey Velott, Second by Glenn Marshall*)

## EXERCISE PROGRAMS

*Tom Nesbella Reports:*

- State Terrorism TTX, 18 Sept 2019
- DEMA, Debris management TTX, 24 Sept 2019
- State Fair IED, TTX, 25 Sept 2019
- Kent, DR, Comm, 17 and 29 Oct 2019
- Statewide COOP TTX, May – Oct 2019
- Wilmington ICS/UC, TTX, 15 Jan 2020

- Other DE exercises:

LE

- State-wide TTX's for school shooting/shelter-in-place, ongoing this year
- TTX, DSCYF active shooter TBD
- TTX, OMB active shooter TBD

PH:

- 3-Day RSS/POD Full Scale Exercise on Sept 26, 27, and 28<sup>th</sup>

HC:

A.I. DuPont

October – Simulate a fire in the OR

Evacuation Equipment – Train the Trainer

November 15th - Mass Casualty Decon Drill - Train the trainer opportunity

Bay health

Fall - Active Shooter Drill

Fall - Ebola Exercise at both campuses

Beebe

Exercise Influx of patients at hospital – Date TBD

Exercise Influx of patients at Surgi Center – Date TBD

Christiana Care

October 10th – Flu POD

October 24th – Large Mass Casualty Exercise

April, 2020 – Center for Women and Children's Health is opening – practicing exercise scenarios before it opens

Nanticoke

Fall - Decon Training

December – Active Shooter Drill with Seaford Police Department

St. Francis

November – Joint Commission is coming

Date TBD – Active Shooter Drill

November/December – Cold Weather Decon

DAFB

Open House - 9/13-15/19

## PHEP

September 26th – 28th – SNS POD Exercise

November 12th – Symposium

## EMSPS

March 5th - DHPC Symposium

## TRAINING PROGRAMS

*Christine Beste Reports:*

- MGT-341 Disaster Preparedness For Hospitals & Healthcare Organizations, 11-12 Sept, 20 attended
- AWR-228 Community Resilience, 19 Sept, 21 attended
- PER-211 Medical Management of CBRNE Events, 15-16 Oct, canceled due to low enrollment
- MGT-460 Debris Management, 22 Oct, 21 enrolled
- PER 230/231 IRTB and PRSBI, 7 Nov 19, 8 enrolled
- MGT-318 PIO, 13-14 Nov 19, 3 enrolled
- Office of Bomb Prevention (OBP), coordinating to conduct 4 courses this year at various chemical facilities in DE, more to follow on locations & dates
- In-residence courses
  - o Center for Domestic Preparedness (CDP), 1
  - o New Mexico Tech (NMT) (1) and 13 of the 25 registered from the 31st CST for 2019 attended.
  - o Counter Terrorism Operations Support (CTOS), 0

## AFTER ACTION REPORT IMPROVEMENT PLAN

The sub-committee reviewed the AAR's for the following exercises:

- New Castle County Functional Exercise
- Wilmington OEM Functional Exercise

## FINANCIAL STATEMENTS

*Tom Nesbella Reports:*

- Financial Statements; FY17 discussed (Details withheld- Official Use Only)

## OLD BUSINESS

Disciplines brief on written summaries from previously approved classes or conferences:

LE: approvals

*Pending reports on:*

- Priority One Air Rescue, 13-17 May 19
- Crimes against children training conference, 10-13 Jun 19

- NY Scuba course, 8-13 Sept 19
- ALERRT training conference, 29 Sept – 2 Oct 19

#### FS: approvals

##### *Pending reports on:*

- Vehicle Extrication course, 3-8 June 19
- Swift water Rescue AWR, re-scheduled 19
- Swift water Rescue Tech, July/Aug 19
- Public safety Dive Ops & tech course, June/July 19

##### *Upcoming classes/conferences:*

- Trench Rescue course, Oct 2018
- VA beach collapse course, 18-26 Oct 19

#### CT: approval

##### *Upcoming classes/conferences:*

- UAV training conference, 28-30 Oct 19

#### EMS:

##### *Pending reports on:*

- SWAT Medic re-cert Kent EMS, 9-14 June 19

##### *Upcoming classes/conferences:*

- SWAT Medic re-cert Kent EMS, 7-18 Oct 19
- VA HazMAT training conference, 10-13 Oct 19

#### DTI:

##### *Upcoming classes/conferences:*

- Gartner cyber security training conference, 19-25 Oct 19

#### CCP:

##### *Upcoming classes/conferences:*

- IAEM conference, 17-21 Nov 19

- New T&E forms sent to all subcommittee members. DELETE all other forms from your files. If the electronic signature does not work, have the form signed & bring it to the meeting.

## NEW BUSINESS

### a. Requests for Training

Any requests over \$25,000 must go through the GSS approval process prior to approval of the T&E subcommittee per our fiscal year.

- *FS Jerry Brennan requests:*
  - FS \$10,700.00 to train an estimated 40 rescuers on large vehicle stabilization and extraction.
    - *APPROVED (Motion by Matt Higgins, Second by Harvey Velott)*
- *CT Dwayne Day requests:*

- CT \$1,914 to the previously approved request of \$9,570, to allow 1 additional staff member to attend the Commercial UAS Expo Conference, Oct 2019
  - *APPROVED (Motion by Harvey Velott, Second by Glenn Marshall)*
- *HZ Matt Higgins requests:*
  - HZ \$5,110.26 for two people to attend the Clandestine Laboratory Response Training Course (40-hour training program)
    - *APPROVED (Motion by Glenn Marshall, Second by Claudette Martin-Wus)*
- *LE Harvey Velott requests:*
  - *LE \$790.00 to allow two people to attend the CPTED Practitioner Certification Course*
  - *LE \$7,485.00 to send five DIAC personnel to the National Fusion Center Association Annual training event*
  - *LE \$1,869.00 to allow two DSP Explosive Ordinance Disposal team members to attend and present at the International Explosive Breaching Symposium*
    - *APPROVED (Motion by Matt Higgins, Second by Dwayne Day)*
- b. Request for Exercises:  
None
- c. All supporting documents for T&E requests must be sent to DEMA before the request is placed on the T&E agenda

## NIMS COORDINATOR UPDATE

*Tom Nesbella reports:*

- NIMS Coordinator is currently in the process of conducting site visits

## CERT/CITIZEN CORPS

*Mei Johnson Reports:*

- Upcoming events:
  - CERT:
    - 18-19 Oct. @ Del Tech Georgetown campus, open to the public. Registration completed through the Del Tech website.
    - 6-7 Nov. @ DSAMH in NCC for State Employees and Affiliates
    - 6-7 Dec. @ DEMA in NCC, open to the public
  - 11-15 November 2019 is Winter Weather Awareness Week

## OTHER SUBCOMMITTEE BUSINESS

- November T&E meeting, 13 Nov, 8:30, followed by the T&EPW at 9:00, Dover Downs 4th Floor Diamond room 1
  - Save the dates have been sent out, formal invitations pending
  - Will emphasize the Whole Community Approach

## COMMITTEE MEMBERS

- DEMA will be hosting a Blood Drive at their Smyrna location on 11 October 2019 from 0900-1400

## CONCULUSION

- Next meeting will be held on 13 November 2019 at 8:30am followed by the T&EPW at 9:00am at Dover Downs, 4<sup>th</sup> floor Diamond Room 1.
- Per Chairman Robert Newnam the meeting is adjourned at 9:27am

Respectfully Submitted,  
Christine Beste